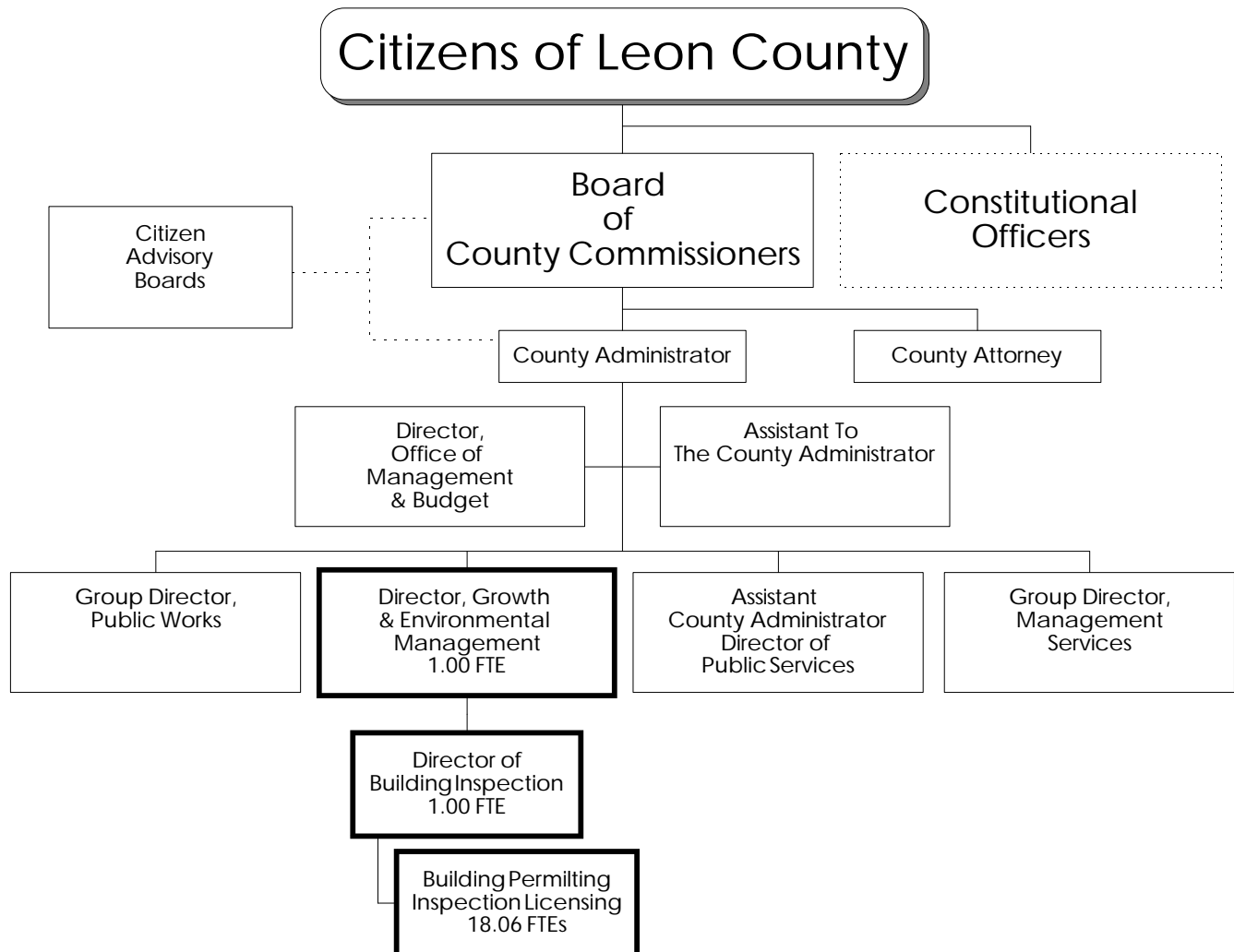


BUILDING INSPECTION



OFFICE OF GROWTH & ENVIRONMENTAL MANAGEMENT

BUILDING INSPECTION

Building Inspection ensures a safe built environment for the public within the unincorporated area of Leon County. Building Inspection effectively and efficiently obtains compliance with appropriate construction codes through permit issuance, plans review, inspections, use of automation technologies, and training; all to be performed in a customer and staff sensitive manner. The division also provides staff support for the County's Contractor Licensing, and Code Enforcement Boards and the Board of Adjustment and Appeals.

PROGRAM HIGHLIGHTS

1. Implementation of a fully automated Internet permitting service whereby contractors can obtain simplified permits not requiring technical review 24 hours a day/7 days a week by credit card payment.
2. Implementation of new Florida Building Code which pre-empted all local government building codes.
3. Accommodation of the new inspections and other workload requirements of the Florida Building Code not historically required by the Standard Building Code.
4. Coordinated with the Property Appraiser's Office to ensure structures are properly permitted and appraised.
5. Existing building permit fee schedule has remained unchanged since 1995.

ADVISORY BOARD

County's Contractor Licensing Board, Code Enforcement Board, Board of Adjustment and Appeals

SUMMARY OF KEY STATUTORY RESPONSIBILITIES

*101 Life Safety Code - F.S., Chapter 633.025 *Standard Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153) * Standard Plumbing Code - Leon County Code of Laws, Section 5-(186 - 190) ; & F.S., Chapter 553.01 - 553.14 * National Electrical Code - Code of Laws, Section 5-(51 - 111); & F.S., Chapter 553.15 - 553.23 * Standard Gas Code - Leon County Code of Laws, Section 5-(136 - 139) * Standard Building Code - Leon County Code of Laws, Section 5-(36 - 38); & F.S., Chapter 553.73 * Florida Energy Code - F.S., Chapter 553.900 - 553.975 * Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; * Zoning Code - Leon County Code of Laws, Section 10-(836 - 837) * Contractor Licensing - Leon County Code of Laws, Section 5-(446 - 544) * Swimming Pool Code - Leon County Code of Laws, Section 5-(201 - 263) * Florida/County Mobile Homes Installation - Leon County Code of Laws, Section 5-(166 - 175); & F.S., Administrative Rule, Chapter 15C-1.10 * Floodplain Management - Leon County Code of laws, Section 10-(1701 - 1738) * Sign Code - Leon County Code of Laws, Section 10-(1801 - 1830) * Standard Fire Code - Leon County Code of Laws, Section 5-(121 - 124); & F.S., Chapter 633.025 * Environmental Management Act - Leon County Code of Laws, Section 10-362 * Florida Construction Lien Laws - F.S., Chapter 713.135 * Florida Radon Code Funding - F.S., Chapter 404.056(4) * Mandatory Building Inspector Certification - F.S., Chapter 468.601 - 468 .633

SUMMARY OF KEY SERVICE FUNCTIONS

1. Prior to issuance of permits ensures structures are designed in accordance with applicable codes through plans review.
2. Ensures structures are constructed in accordance with approved plans and applicable codes through onsite inspections.
3. Provides staff support to the Contractors Licensing Board to ensure contractors performance complies with State and local requirements.
4. Reviews new construction products, methods and materials prior to use in Leon County.
5. Provides staff support to the Board of Adjustment and Appeals for investigation of requests for variances of construction regulations.
6. Provide staff support to the Code Enforcement Board for alleged non-compliance with construction regulations.

PERFORMANCE MEASUREMENTS

	FY 00/01	FY 01/02	FY 02/03	FY 03/04
	Actual	Actual	Estimate	Target
1) Respond to 99% of building inspections in one day. (Annual number of inspections)	29,914	25,753 (99%)	26,270 (99%)	26,800 (99%)
2) Plans to be reviewed within statutory requirement of 30 work days of submittal for 99% of applications received	2,244 (100%)	2,422 (99%)	2,543 (100%)	2,594 (100%)
3) Revenues generated to exceed budgeted expenditures 100% of the time. Expressed as percent of revenues collected verses expenditures encumbered.	-11%	-11%	-7%	-11%
4) Complete monthly federal reports within 10 days of the beginning of each month with minimum 95% accuracy rate.	10 days 95%	10 (100%)	9 days (95%)	9 days (95%)

OFFICE OF GROWTH & ENVIRONMENTAL MGMT - BUILDING INSPECTION

ACCOUNT NUMBER: 120-220-524

FY 2003/2004 THRU FY 2007/2008 FINANCIAL & STAFFING SUMMARY

	FY 01/02 Actual	FY 02/03 Adopted	FY 03/04 Budget	FY 04/05 Planned	FY 05/06 Planned	FY 06/07 Planned	FY 07/08 Planned
OPERATING							
Personnel	\$885,795	\$895,646	\$973,710	\$1,031,423	\$1,073,750	\$1,118,484	\$1,165,813
Operating	103,438	111,294	111,294	111,294	111,294	111,294	111,294
Capital Outlay							
Grants & Aid							
TOTAL	\$989,233	\$1,006,940	\$1,085,004	\$1,142,717	\$1,185,044	\$1,229,778	\$1,277,107
STAFFING							
Full Time	20.02	19.06	19.06	19.06	19.06	19.06	19.06
O.P.S.							

FY 2003/2004 PROGRAM CHANGES & NOTES:

This program is recommended at an increased funding level. These recommendations are:

1. As approved by the Board at the June 10, 2003 workshop, funding is provided as a result of the FY 2003/2004 Classification and Pay Plan Study. \$4,304

FY 2004/2005 THRU FY 2007/2008 PLANNED INITIATIVES & NOTES:

There are no program changes requested in the outyears with the exception of anticipated routine salary and wage adjustments.

OFFICE OF GROWTH & ENV MGMT - BUILDING INSPECTION

ACCOUNT NUMBER: 120-220-524

PROGRAM EXPENDITURE DETAIL

Object		FY 01/02	FY 02/03	FY 03/04 Requested			FY 03/04 Budget		
Code	Account Description	Actual	Adopted	NIT	Change	Total	NIT	Change	ARB
51200	Salaries & Wages	\$665,501	\$670,083	\$683,669	\$3,559	\$687,228	\$683,669	\$3,559	\$687,228
51400	Overtime	4,285	5,040	5,040		5,040	5,040		5,040
52100	FICA Taxes	49,819	51,286	52,347	272	52,619	52,347	272	52,619
52200	Retirement	47,162	40,581	58,308	250	58,558	58,308	250	58,558
52300	L & H Insurance	91,974	97,499	147,821	21	147,842	147,821	21	147,842
52400	Workers' Comp.	27,054	31,157	22,221	202	22,423	22,221	202	22,423
TOTAL PERSONAL SERVICES		\$885,795	\$895,646	\$969,406	\$4,304	\$973,710	\$969,406	\$4,304	\$973,710
53100	Prof. Services	12,000							
53400	Other Contract Svcs.	1,912	2,000	2,000		2,000	2,000		2,000
54000	Travel & Per Diem		800	800		800	800		800
54100	Communication	19,057	21,000	20,148		20,148	20,148		20,148
54200	Postage	1,378	1,850	1,850		1,850	1,850		1,850
54300	Utility Services	10,727	13,484	13,484		13,484	13,484		13,484
54400	Rentals & Leases	2,671	4,428	4,428		4,428	4,428		4,428
54500	Insurance	3,744	3,828	4,680		4,680	4,680		4,680
54600	Repair & Maint.		2,465	2,465		2,465	2,465		2,465
54601	Vehicle Repair & Mtc.	10,989	10,486	10,486		10,486	10,486		10,486
54700	Printing & Binding	4,716	6,000	6,000		6,000	6,000		6,000
54900	Other Current Chg.	868	1,820	1,820		1,820	1,820		1,820
55100	Office Supplies	2,813	3,784	3,784		3,784	3,784		3,784
55200	Operating Supplies	11,310	10,453	10,453		10,453	10,453		10,453
55210	Fuel & Oil	11,354	16,000	16,000		16,000	16,000		16,000
55400	Bks, Pubs, & Memb.	4,739	5,550	5,550		5,550	5,550		5,550
55401	Training	5,160	7,346	7,346		7,346	7,346		7,346
TOTAL OPERATING EXPENSES		\$103,438	\$111,294	\$111,294		\$111,294	\$111,294		\$111,294
PROGRAM TOTAL		\$989,233	\$1,006,940	\$1,080,700	\$4,304	\$1,085,004	\$1,080,700	\$4,304	\$1,085,004

PROGRAM STAFFING DETAIL

Administrative Associate II*	0.39	0.39	0.39	0.39	0.39	0.39
Administrative Associate III*	0.39	0.39	0.39	0.39	0.39	0.39
Administrative Associate IV*	1.78	1.78	1.78	1.78	1.78	1.78
Administrative Associate V*	0.78	0.78	0.78	0.78	0.78	0.78
Asst to Community Services Dir*	0.39	0.25	0.25	0.25	0.25	0.25
Building Inspection Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Building Review & Ins Dir	1.00	1.00	1.00	1.00	1.00	1.00
Building/E.C. Officer	7.00	7.00	7.00	7.00	7.00	7.00
Computer Support Specialist*	0.39	0.39	0.39	0.39	0.39	0.39
Deputy Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Growth & Env Mgmt Dir*	0.39	0.05	0.05	0.05	0.05	0.05
Growth Mgt Supt Service Dir*	0.39	0.25	0.25	0.25	0.25	0.25
Information Technology Manager*	0.39	0.39	0.39	0.39	0.39	0.39
Permit Processor Supervisor*	0.39	0.39	0.39	0.39	0.39	0.39
Permit Technician*	1.17	1.17	1.17	1.17	1.17	1.17
Plans Examiner	2.00	2.00	2.00	2.00	2.00	2.00
Records Manager*	0.39	0.39	0.39	0.39	0.39	0.39
Records Specialist*	0.39	0.39	0.39	0.39	0.39	0.39
Senior Administrative Associate*	0.39	0.05	0.05	0.05	0.05	0.05
Total	20.02	19.06	19.06	19.06	19.06	19.06

*Position split-funded between Support Services and Bldg. Inspection.